



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MINUTES**

WEDNESDAY, MARCH 6, 2019 1:30 PM  
Council Chambers

# COUNCIL MINUTES

## **SOUTHWEST MIDDLESEX COUNCIL MINUTES**

The Municipal Council of the Municipality of Southwest Middlesex met in Regular Session in the Council Chamber on March 6, 2019 at 1:30 p.m.

### **COUNCIL PRESENT:**

Mayor Allan Mayhew (Chair presiding), Deputy Mayor Marigay Wilkins, Councillors Doug Bartlett, Ian Carruthers, Christa Cowell, Mike Sholdice and Martin Vink

### **REGRETS:**

Councillor Mark McGill

### **STAFF PRESENT:**

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald, Public Works Manager – Greg Storms, Treasurer – Kristen McGill, Drainage and Utilities Superintendent – Elizabeth Cummings

### **ALSO PRESENT:**

Rob Wrigley, District Manager, Ministry of the Environment, Conservation and Parks

John McGlynn, Senior Environmental Officer, Ministry of the Environment, Conservation and Parks

Emmilia Kuisma, Issues Project Coordinator, Ministry of the Environment, Conservation and Parks

Members of the public and press

**1. CALL TO ORDER**

Mayor Mayhew calls the meeting to order at 1:32 p.m.

**2. APPROVAL OF AGENDA**

#2019-0118

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the Regular Agenda of Council dated March 6, 2019 be accepted with the following change, item 9. f.3. be moved to be considered following section 4.

Carried

**3. DISCLOSURE OF PECUNIARY INTEREST**

None declared

**4. DEPUTATIONS AND PETITIONS**

- Ministry of the Environment Conservation and Parks District Manager Rob Wrigley – Landfills  
Ministry staff provided an overview of the ministry role associated with landfills and the issues associated with Southwest Middlesex’s Limerick and Trillium landfill sites.

**9. f. Public Works**

3. Request for Drainage Works pursuant to section 78 of the *Drainage Act* – Switzer Drain

#2019-0119

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT council accepts the section 78 request under the *Drainage Act* related to the Switzer Drain, and further

THAT staff be directed to notify the Conservation Authority and the Ontario Ministry of Agriculture, Food and Rural Affairs, as per sections of the *Drainage Act*.

### Recorded Vote

Deputy Mayor Wilkins - Yes

Councillor Bartlett - Yes

Councillor Carruthers - Yes

Councillor Cowell – Yes

Mayor Mayhew – Yes

Councillor Sholdice - Yes

Councillor Vink – Yes

Carried

## **5. MINUTES OF PREVIOUS MEETINGS**

None presented

## **6. BUSINESS ARISING FROM THE MINUTES**

None

## **7. VOUCHERS**

#2019-0120

Moved by Councillor Sholdice

Seconded by Councillor Vink

THAT the code of conduct for Southwest Middlesex be reviewed.

Carried

#2019-0121

Moved by Councillor Bartlett

Seconded by Councillor Vink

THAT accounts as presented by the Treasurer in the amount of \$379,388.56 be received.

Carried

## **8. ACTION CORRESPONDENCE**

None

## 9. STAFF REPORTS

- a. Fire – No Reports
- b. Administration
- 1. ESA Phase I & II Assessments – Municipal Lands

#2019-0122

Moved by Councillor Bartlett

Seconded by Deputy Mayor Wilkins

### Recorded Vote

Councillor Sholdice - No

Councillor Vink - Yes

Deputy Mayor Wilkins - Yes

Councillor Bartlett - Yes

Councillor Carruthers -Yes

Councillor Cowell - No

Mayor Mayhew - Yes

THAT Council approve additional boreholes for 208 Walker Street, Glencoe only, in pursuit of a Record of Site Condition for the Property for use as an arboretum, and

THAT Council consider an alternative use for the municipally-owned lands at 139 McRae Street, Glencoe, and direct staff to provide recommendations on options related to the location of the dog park and potential uses of the property.

Carried

Council recessed at 3:40 p.m.

Council resumed at 3:50 p.m.

- 2. Southwest Middlesex Strategic Plan Update

#2019-0123

Moved by Councillor Sholdice

Seconded by Deputy Mayor Wilkins

THAT Council set a meeting for May 6, 2019, at 7 p.m. for further discussions regarding the strategic plan.

Carried

c. Building – No Reports

d. Finance

1. Comprehensive Library Financial Update

#2019-0124

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT council receive the Comprehensive Library Financial Update report for information.

Carried

2. Request for Sewer Forgiveness – customer #3103475003

#2019-0125

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT council delegate the power to authority to staff to determine sewer forgiveness for water loss up to an amount of \$500 maximum.

Carried

2. Sewer Forgiveness

#2019-0126

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the sewer fees totaling \$454.48 for customer#3103475003 be reimbursed.

THAT the sewer fees totaling \$392.49 for customer#3407840001 be reimbursed.

Carried

#2019-0127

Moved by Deputy Mayor Wilkins

Seconded by Councillor Vink

THAT council extend the meeting beyond the curfew.

Carried

e. Facilities and Recreation

1. In-Ice Arena Advertising Fees

#2019-0128

Moved by Councillor Bartlett

Seconded by Councillor Vink

THAT Council accept the advertising fees proposed in this report for in-ice advertising at the Glencoe Memorial Arena.

Carried

2. & 3. Bid Results – Glencoe Library Cleaning Contract and Municipal Office Cleaning Contract

#2019-0129

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT Council awards the tender for cleaning the Glencoe Comprehensive Library to Giles Janitorial Services Ltd. for a quoted price of \$780.00 + HST per month; and

THAT Council awards the tender for cleaning the municipal office to Giles Janitorial Services Ltd. for a quoted price of \$910.00 +HST per month from November 1<sup>st</sup> to April 30<sup>th</sup> (when cleaning twice per month) and \$520.00 + HST per month from May 1<sup>st</sup> to October 31<sup>st</sup>.

Carried

4. Staffing Recommendations – Flower Baskets

#2019-0130

Moved by Councillor Cowell

Seconded by Councillor Bartlett

THAT Council accept the recommendation of the interview committee to offer employment with wages as per the SWM Part-Time/Casual pay grid to:

- Colten Salomons - returning for his third summer
- Michael Vanderhyden – his first summer

Carried

f. Public Works

1. Appointment of Engineer – Kelly Drain, Section 78

#2019-0131

Moved by Councillor Vink

Seconded by Councillor Carruthers

THAT council appoint Spriet Engineering to produce a Section 78 report on the Kelly Drain based on the request received in December, 2018.

Carried

2. Sparling Drain – Branch A, Section 4 Petition(s) and Section 78 Request

#2019-0132

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT council accept the petitions filed under Section 4 (1) (a) and (c) of The Drainage Act and the request for Engineer under Section 78 of the Drainage Act for the Sparling Drain Branch A.

Carried

4. 2019 Dust control Tender Results

#2019-0133

Moved by Councillor Cowell

Seconded by Councillor Carruthers

THAT Council approves the Tender Price as supplied by Den-Mar Brines for the supply and application of a minimum of 18% Brine Solution at \$0.062 price per litre.

Carried

5. 2019 Gravel Tender Results and Recommendation

#2019-0134

Moved by Councillor Vink

Seconded by Councillor Carruthers

THAT Council approves the Tender Price as supplied by Johnson Bros. Ltd. for the supply and delivery of the Municipality's gravel requirements for 2019 being Granular M at \$17.35 per tonne, ¾ Clear at \$20.95 per tonne and Granular "A" at \$15.95 per tonne;

AND THAT \$39,361 be moved from the Public Works Construction Reserve to accommodate the increase in gravel pricing for 2019.

Carried

## **10. REPORTS OF COMMITTEES**

1. Lower Thames Valley Conservation Authority Board of Directors Meeting Minutes
2. February 21, 2019 – 11:00 a.m.
3. February 21, 2019 – AGM – 2:30 p.m.

#2019-0135

Moved by Councillor Bartlett

Seconded by Councillor Cowell

THAT the Lower Thames Valley Conservation Authority Board of Directors Meeting Minutes of February 21, 2019 (11:00 a.m.) and February 21, 2019 (AGM – 2:30 p.m.) be received.

Carried

3. Verbal Report on the Brooke – Alvinston Fire Board from Councillor Vink  
Councillor Vink noted that additional expenses are expected related to capital costs of equipment.

#2019-0136

Moved by Councillor Cowell

Seconded by Councillor Vink

THAT the verbal report from Councillor Vink be received.

Carried



**11. UNFINISHED BUSINESS**

**12. INFORMATION CORRESPONDENCE**

- 1. 2019 Ontario Wildlife Damage Compensation Program – information on completing a program application form (available online, through SWM livestock valuer and through the municipal office)
  
- 2. Chatham-Kent Notice of Public Meeting to Consider an Official Plan Amendment and Zoning By-law Amendment Regarding the Production of Cannabis
  
- 3. Ministry of Community Safety and Correctional Services letter providing resources for municipalities for developing and implementing local community safety and well-being plans
  
- 4. Taking on Government article as provided by Councillor Vink

#2019-0137

Moved by Councillor Cowell

Seconded by Councillor Vink

That the information correspondence items are received and filed.

Carried

**13. COUNCILLORS COMMENTS AND ENQUIRIES**

Council members made comments and inquires regarding the following: the potential development of a recreation committee; traffic accidents at Glendon Drive and Thames Road in Appin; the Communities in Bloom meeting dates.

#2019-0138

Moved by Councillor Cowell

Seconded by Councillor Sholdice

THAT staff be directed to prepare a report on the development of recreation committee, including a draft terms of reference, potential representatives, and purpose of the committee.

Carried

Glendon Drive & Thames Road

#2019-0139

Moved by Mayor Mayhew

Seconded by Councillor Sholdice

WHEREAS there have been a number of collisions at the intersection of the County of Middlesex roads of Glendon Drive and Thames Road over the past seven years;

AND WHEREAS Southwest Middlesex Council would like the County of Middlesex Engineer to undertake further investigations by contacting the Ontario Provincial Police and prepare a report on the causes of these recent accidents;

THEREFORE be it resolved THAT Southwest Middlesex Council respectfully request that Middlesex County Council direct the Middlesex County Engineer to prepare a report on the causes of the recent accidents at the intersection of Glendon Drive and Thames Road following discussions with the Ontario Provincial Police.

Carried

#### **14. NOTICE OF FUTURE MEETINGS (subject to change)**

- March 20, 2019 – Council – 7:00 p.m.
- March 27, 2019 – Planning/Council – 7:00 p.m.

#### **15. CLOSED SESSION (Committee of the Whole)**

Closed session not anticipated.

#### **16. BY-LAWS**

##### **1. By-law No. 2019/029**

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (March 6, 2019)

#2019-0140

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

That By-law No. 2019/029 be given first, second, third and final readings.

Carried

## **17. ADJOURNMENT**

The Mayor adjourned the meeting at 5:14 p.m.

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Mayor

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CAO/Clerk